

Panaji, 12th April, 2012 (Chaitra 23, 1934)

SERIES I No. 2

# OFFICIAL GOVERNMENT OF GOA GAZETTE



PUBLISHED BY AUTHORITY

## NOTE

There is one Extraordinary issue to the Official Gazette, Series I No. 1 dated 5-4-2012, namely, Extraordinary dated 9-4-2012 from pages 5 to 6 regarding Amendment to the State Parties and Registered Un-recognised Parties – Not. No. 3-1-87/ELEC/4415 from Department of Elections (Office of the Chief Electoral Officer).

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## GOVERNMENT OF GOA

### Department of Co-operation

Office of the Registrar of Co-operative Societies

### Order

8-91-2011/EST/Re-allocation Staff/RCS

Consequent upon the re-organization of this Department and creation of additional zonal office at Quepem, the posts of different categories have been reshuffled and

sanctioned, among the Head office and all Zonal offices as per the enclosed Annexures- "A", "B", "C", "D", "E" and "F".

This order is issued with the approval of the Government.

By order and in the name of the Governor of Goa.

P. K. Velip Kankar, Registrar & ex officio  
Joint Secretary (Co-op. Societies).

Panaji, 4th April, 2012.

## ANNEXURE – "A"

### Reallocation of staff strength of the Office of the Registrar of Co-op. Societies, Panaji

Sr. No.	Name of the post	No. of posts sanctioned/ /existing	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	The Registrar of Co-op. Societies	1	1	–	–

1	2	3	4	5	6
2.	The Dy. Registrar of Co-op. Societies	2	2	—	—
3.	Asstt. Registrar of Co-op. Societies	5	5	—	—
4.	Asstt. Accounts Officer	1	1	—	—
5.	Co-operative Officer/ /Special Auditor	8	6	2 posts of Head office to be transferred to Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
6.	Superintendent	1	1	—	—
7.	Sr. Auditor/ /Sr. Inspector	11	12	1 post filled against newly created vide Order No. 6-58-2011/EST/RCS/Addl. Staff/5012 dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
8.	Accountant	1	1	—	—
9.	Head Clerk	1	1	—	—
10.	Statistical Asstt.	1	1	—	—
11.	Jr. Auditor/Jr. Inspector	21	18	Three posts are to be transferred from RCS to Ponda Zone ,	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
12.	Jr. Stenographer	4	3	One post of Jr. Stenographer from office of the Registrar of Co-op. Societies, Panaji to ARCS, Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.

1	2	3	4	5	6
13.	Investigator	1	1	—	—
14.	UDC	5	6	One post to be filled out of newly created post vide Order No. 2-18-2002-EST/ /RCS/Vol.II/5011 dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
15.	LDC	17	14	2 posts to be transferred from the O/o Registrar of Co-op. Societies, Panaji to Quepem Zone 1 post to be transferred to the office of Ponda Zone	
16.	Audit Assistant	2	2	Two posts newly created vide Order No. 6-58-2011/ /EST/RCS/Addl. Staff dated 10-8-2011	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
17.	Driver	3	3	—	—
18.	Bailiff	7	6	One post to be transferred from office of the Registrar of Co-op. Societies, Head-quarters, Panaji to ARCS, Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
19.	Peon	7	6	One post to be transferred from office of the Registrar of Co-op. Societies, Head-quarters, Panaji to ARCS, Quepem Zone, Quepem	Demand No. 71 2425—Co-operation, 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
20.	Watchman	1	1	—	—

**Marketing Wing of Head Office**

Sr. No.	Name of the post	No. of posts	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	Asstt. Registrar of Co-op. Societies	1	1		
2.	Asstt. Marketing Officer	1	1		
3.	Sr. Marketing Inspector	4	3	i) 1 post of Sr. Marketing Inspector of RCS, Head-quarters, Panaji to be transferred to the O/o ARCS, South Zone, Margao	Under Demand No. 71 2435—Other Agricultural Programmes; 01—Marketing & Quality Control; 101—Marketing Facilities; 01—Agricultural Marketing (Non-Plan); 01—Salaries.

1	2	3	4	5	6
4.	Marketing Inspector	2	2	—	—
5.	Grader/Assessor	4	4		Under Demand No. 71 2435—Other Agricultural Programmes; 01—Marketing & Quality Control; 101—Marketing Facilities; 01—Agricultural Marketing (Non-Plan); 01—Salaries.
6.	LDC	2	2	—	—
7.	Grading Attendant	1	1	—	—
8.	Peon	1	1	—	—

## ANNEXURE – “B”

**Reallocation of staff strength of the Office of the Asstt. Registrar of Co-op. Societies, North Zone, Mapusa-Goa**

Sr. No.	Name of the post	No. of posts sanctioned/ /existing	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	Asstt. Registrar of Co-op. Societies	1	1	—	—
2.	Co-operative Officer/ /Special Auditor	2	2	—	—
3.	Sr. Auditor/Sr. Inspector/ /Special Recovery Officer	8	8	Out of 8 posts, 2 posts filled against newly created vide Order No. 2-58-2011/EST/RCS/ /Addl. Staff dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
4.	Jr. Auditor/ /Jr. Inspector	11	15	4 (Four posts to be filled against newly created vide Order No. 2-58-2011/ /EST/RCS/Addl. Staff dated 10-8-2011)	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
5.	Head Clerk	1	1	—	—
6.	Upper Division Clerk	1	2	One post to be filled against newly created vide Order No. 2-18-2002/ /EST/RCS/Vol.II/5011 dated 10-08-2011	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
7.	Jr. Stenographer	1	1	—	—
8.	Lower Division Clerk	7	5	2 posts to be transferred to the O/o ARCS, Quepem Zone, Quepem	On subsequent transfer of the incumbent the Budget Head will be transferred accordingly.

1	2	3	4	5	6
9.	Audit Assistant	—	2	Two posts to be filled against newly created vide Order No. 2-58-2011 /EST/RCS/Addl. Staff dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
10.	Marketing Inspector	1	1	—	—
11.	Grader/Assessor	3	3	—	—
12.	Driver	1	1	—	—
13.	Bailiff	1	1	—	—
14.	Peon	1	2	—	—

## ANNEXURE – “C”

**Reallocation of staff strength of the Office of the Asstt. Registrar of Co-op. Societies, South Zone, Margao-Goa**

Sr. No.	Name of the post	No. of posts sanctioned/ /existing	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	Asstt. Registrar of Co-op. Societies	1	1	—	—
2.	Co-operative Officer/ /Special Auditor	2	2	—	—
3.	Sr. Auditor/Sr. Inspector/ /Special Recovery Officer	9	7	Two posts to be transferred to the O/o ARCS, Quepem Zone, Quepem	Under Demand No. 71 2425—Co-operation, 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
4.	Jr. Auditor/ /Jr. Inspector	13	11	2 posts of Jr. Auditor to be transferred to the O/o Quepem Zone, Quepem	—
5.	Head Clerk	1	1	—	—
6.	Sr. Marketing Inspector	—	1	—	—
7.	Marketing Inspector	1	1	—	—
8.	Upper Division Clerk	2	2	—	—
9.	Jr. Stenographer	1	1	—	—
10.	Lower Division Clerk	7	7	—	Under Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
11.	Audit Assistant	—	2	Two posts to be filled against newly created vide Order No. 2-58-2011/ /EST/RCS/Addl. Staff dated 10-8-2011	—

1	2	3	4	5	6
12.	Grader/Assessor	2	2	Out of 2 posts, 1 post to be transferred from O/o South Zone, Margao to O/o Quepem Zone, Quepem	—
13.	Driver	1	1	—	—
14.	Bailiff	1	1	—	—
15.	Grading Attendant	2	2	—	—
16.	Peon	2	2	—	—
17.	Watchman	1	1	—	—

## ANNEXURE – “D”

**Reallocation of staff strength of the Office of the Asstt. Registrar of Co-op. Societies, Central Zone, Panaji-Goa**

Sr. No.	Name of the post	No. of posts sanctioned/ /existing	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	Asstt. Registrar of Co-op. Societies	1	1	—	—
2.	Co-operative Officer/ /Special Auditor	2	2	—	—
3.	Sr. Auditor/Sr. Inspector/ /Special Recovery Officer	8	6	2 posts are to be transferred to the O/o ARCS, Ponda Zone, Ponda	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.
4.	Jr. Auditor/ /Jr. Inspector	12	10	2 posts are to be transferred to the O/o ARCS, Ponda Zone, Ponda	Under Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
5.	Head Clerk	1	1	—	—
6.	Upper Division Clerk	1	2	One post to be filled against newly created vide Order No. 2-18-2002-EST/RCS/Vol. II/5011 dated 10-8-2011	—
7.	Jr. Stenographer	1	1	—	—
8.	Lower Division Clerk	6	5	1 post to be transferred to the O/o Ponda Zone	Under Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.

1	2	3	4	5	6
9.	Audit Assistant	—	2	Posts to be filled against newly created. Vide Order No. 2-58-2011-EST/RCS/ /Addl. Staff dated 10-8-2011	Under Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration, 03—Direction (Plan); 01—Salaries.
10.	Driver	1	1	—	—
11.	Bailiff	1	1	—	—
12.	Peon	2	2	—	—

## ANNEXURE – “E”

**Reallocation of staff strength of the Office of the Asstt. Registrar of Co-op. Societies, Ponda Zone, Ponda-Goa**

Sr. No.	Name of the post	No. of posts sanctioned/ /existing	No. of post after reallocation	No. of post to be adjusted out of newly created/to be transferred to other Zone/ /transferred from other Zones	Budget Head of the Additional posts/ /transferred from other Zone/to be transferred to other Zone
1	2	3	4	5	6
1.	Asstt. Registrar of Co-op. Societies	1	1	—	—
2.	Co-operative Officer/ /Special Auditor	2	2	—	
3.	Sr. Auditor/Sr. Inspector/ /Special Recovery Officer	3	8	2 posts of O/o ARCS, NZ are to be transferred to the office of the ARCS, Ponda Zone  2 posts of O/o ARCS, Central Zone, Panaji are to be transferred to the O/o ARCS, Ponda Zone, Ponda  1 post is to be filled against newly created vide Order No. 2-58-2011/ /EST/RCS/Addl. Staff dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.  Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
4.	Jr. Auditor/ /Jr. Inspector	10	15	3 posts of Jr. Auditors are to be transferred from the Head Office	Subsequent to the transfer of the post.

1	2	3	4	5	6
				2 posts of Jr. Auditors are to be transferred from the O/o Central Zone, Panaji to Ponda Zone, Ponda	Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
5.	Head Clerk	1	1	—	—
6.	Upper Division Clerk	1	2	Newly created against order No. 2-18-2002-EST/ /RCS/Vol.II/5011 dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
7.	Jr. Stenographer	1	1	—	—
8.	Lower Division Clerk	4	6	a) 1 post of LDC is to be transferred from the office of the ARCS, CZ, Panaji to the O/o ARCS, Ponda Zone, Ponda b) 1 post of LDC is to be transferred from the O/o the R.C.S. Panaji to Ponda office	Demand No. 71 2425—Co-operation, 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.
9.	Audit Asstt.	—	2	2 posts are to be filled against newly created post vide Order No. 6-58-2011-EST/RCS/Addl. Staff/5012 dated 10-8-2011	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
10.	Grader/Assessor	—	1	1 post of Central Zone to be transferred to the O/o Ponda Zone, Ponda-Goa	Demand No. 71 2535—Other Agricultural Programmes; 01—Marketing and Quality Control; 101—Marketing Facilities; 01—Agricultural Marketing (Non-Plan); 01—Salaries.
11.	Driver	1	1	—	—
12.	Bailiff	1	1	—	—
13.	Peon	2	2	—	—

## ANNEXURE – “F”

**Allocation of staff strength of the Office of the Asstt. Registrar of Co-op. Societies, Quepem Zone, Quepem**

Sr. No.	Name of the post	No. of posts allotted sanctioned/ /existing	Post created/transferred from HO/Zonal Offices	Budget Head
1	2	3	4	5
1.	Asstt. Registrar of Co-operative Societies	1	Creation of post under process	



1	2	3	4	5
2.	Co-operative Officer/ /Special Auditor	2	2 posts of Head office to be transferred to Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 101—Audit of Co-operatives; 01—Audit (Non-Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
3.	Head Clerk	1	Newly created post vide Order No. 2-18-2002-EST/ /RCS/Vol.II/5011 dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
4.	Sr. Auditor/ /Sr. Inspector	5	3 posts to be filled against newly created post vide Order No. 2-58-2011-EST/ /RCS/Addl. Staff/5012 dated 10-8-2011 2 posts to be transferred from O/o South Zone to Quepem	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
5.	Jr. Auditor/ /Jr. Inspector	8	6 newly created posts vide Order No. 2-58-2011-EST/ /RCS/Addl. Staff/5012 dated 10-8-2011  2 posts transferred from South Zone to Quepem Zone	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.
6.	Jr. Stenographer	1	One post of Jr. Stenogra- pher from office of the Registrar of Co-op. Societies, Panaji to be transferred to office of the ARCS, Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.

1	2	3	4	5
7.	UDC	1	Post to be filled against newly created vide Order No. 2-18-2002-EST/RCS/ /Vol.II/5011 dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
8.	LDC	4	2 posts from the O/o RCS, Panaji transferred to Quepem Zone, Quepem	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.  Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 02—Superintendence (Non-Plan); 01—Salaries.
9.	Audit Assistant	2	2 posts from O/o ARCS, North Zone, Mapusa to Quepem Zone, Quepem	
			Posts to be filled against newly created vide Order No. 6-58-2011/EST/RCS/ /Addl. Staff dated 10-8-2011	Demand No. 71 2425—Co-operation; 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
10.	Grader/Assessor	1	One post to be transferred from the office of the Asstt. Registrar of Co-op. Societies, South Zone, Margao to the Quepem Zone, Quepem	Demand No. 71 2435—Other Agricultural Programmes; 01—Marketing and Quality Control; 101—Marketing Facilities; 01—Agricultural Marketing (Non-Plan); 01—Salaries.
11.	Bailiff	1	One post to be transferred from office of the Registrar of Co-op. Societies, Headquarters, Panaji to the Quepem Zone, Quepem	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.
12.	Peon	1	One post to be filled against newly created vide Order No. 2-18-2002-EST/RCS/Vol.II/5011 dated 10-8-2011	Demand No. 71 2425—Co-operation, 00—; 001—Direction and Administration; 03—Direction (Plan); 01—Salaries.

## Department of Labour

## Notification

24/18/2011-Lab/162

Read: Notification No. 10(33)/2010/DoIT/e-Services/Part file 2/7311 dated 26-11-2010.

In pursuance of para 5, of the above Notification issued by Department of Information Technology, Government of Goa, it is hereby informed that the public services which are mentioned below would be delivered to the citizens through Common Service Centres (CSCs)/Lok Seva Kendras (LSKs) and State Portal (SP), with immediate effect.

Sr. No.	Name of the service	Service Transaction charges (in ₹)	Time frame for document delivery	List of Supporting Document
1	2	3	4	5
1.	Issue of Registration Certificate under Goa Daman & Diu Shops & Establishment Act, 1973 and Rule thereunder	₹ 20/-	7 days	<p><b>In case of Proprietorship Firm</b></p> <p>1. Panchayat NOC/Municipality Trade License</p> <p>2. Deed of Sale/Leave and License agreement/NOC from Owner</p> <p><b>In case of Partnership Firm</b></p> <p>Partnership Deed</p> <p><b>In case of Private Ltd. Company</b></p> <p>Memorandum of Article of Association</p> <p><b>In case of Registration of any Residential Hotel-cum-Bar &amp; Restaurant</b></p> <p><i>Desirable documents preferably</i></p> <p>1. Excise License</p> <p>2. Food &amp; Drugs License</p> <p>3. Certificate of registration from Department of Tourism.</p> <p><b>In case of Registration of Office of Security engaging Security Personnel</b></p> <p><i>Desirable documents preferably</i></p> <p>1. Police Clearance Certificate.</p>
2.	Renewal of Registration Certificate under Goa Daman & Diu Shops & Establishment Act, 1973 and Rule thereunder	₹ 20/-	5 days	<p>1. Copy of previous year Registration Certificate.</p> <p>2. Application in Form IV.</p>
3.	Issue of Registration Certificate under Motor Transport Workers Act, 1961 and Rule thereunder	₹ 20/-	5 days	<p>1. Form-1</p>

1	2	3	4	5
4.	Renewal of Registration Certificate under Motor Transport Workers Act, 1961 and Rule thereunder	₹ 20/-	4 days	1. Copy of previous year Registration Certificate. 2. Form-1.

All the documents furnished should be certified by the competent authority.

In case any additional documents are submitted through Lok Seva Kendra, and the number of documents are more than 4, the service charges paid to Lok Seva Kendra will be ₹ 40/-.

By order and in the name of the Governor of Goa.

*Hanumant T. Toraskar*, Under Secretary (Labour).

Porvorim, 28th March, 2012.



### Department of Law & Judiciary

Law (Establishment) Division

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#### Notification

8-6-2012-LD(Estt) (C)/492

Whereas, the collections of fees of some items under the Notarial Code for acts to be executed by Notaries as per Decree No. 8373, as specified in the SCHEDULE thereof are inconsistent with the present conditions and not commensurate with expenditure incurred for the maintenance of the relevant services;

And whereas, it is deemed expedient by the Government of Goa to enhance the fees under NOTARIAL Code to meet the above conditions.

Now, therefore, in exercise of the powers vested in it by clause 2 of the Goa, Daman and Diu (Administration) Removal of Difficulties Order, 1962, and in supersession of the Government Notification No. 8-6-2012-LD (Estt) (C)/458 dated 31-03-2012, published in the Official Gazette, Series I No. 52 dated 01-04-2012, the Government of Goa hereby further amends the table of fees appended to the Diploma Legislative No. 2095 dated 24-6-1961, published in the Official Gazette,

Supplement Series I No. 25 dated the 24th June, 1961, as amended upto date, as follows, namely:—

1. In Article 1, for the letters and figures “₹ 20/-”, the letters and figures “₹ 500/-” shall be substituted;
2. In Article 3, in clause (f), for the letters and figures “₹ 25.00” and “₹ 10.00”, the letters and figures “₹ 500/-” and “₹250/-” shall be respectively substituted;
3. In Article 5, for the letters and figures “₹ 20.00”, the letter and figures “₹ 500/-” shall be substituted; and
4. In Article 8, for the letters and figures “₹ 15.00”, the letter and figures “₹ 500/-” shall be substituted.

This Notification shall come into force from the date of it's publication in the Official Gazette.

By order and in the name of the Governor of Goa.

*N. P. Singnapurker*, Under Secretary (Estt.).

Porvorim, 9th April, 2012.

## Department of Personnel

**Notification**

1/1/2004-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Non-Ministerial, Non-Gazetted posts in the Directorate of Official Language, Government of Goa, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Government of Goa, Directorate of Official Language, Group 'C', Non-Ministerial, Non-Gazetted posts, Recruitment Rules, 2012.

(2) They shall apply to the posts specified in column (2) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scale of pay.*— The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in columns (3) to (5) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (3) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of

recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (6) to (14) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the  
Governor of Goa.

Yetindra M. Maralkar, Joint Secretary  
(Personnel).

Porvorim, 2nd April, 2012.

## SCHEDULE

Serial No.	Name/ Designation of post	Number of posts	Classification of posts	Scale of pay	Whether selection post or non-selection post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of proba- tion, if any	Method of recruitment, whether by direct recruitment or by promotion/ transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruit- ment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer is to be made	If a D.P.C./ D.S.C. exists, what is its compo- sition	Circum- stances in which the Goa Public Service Commission is to be consulted in making recruitment	
1	2	3	4	5	6	7	7(a)	8	9	10	11	12	13	14
1.	Junior Translator (Konkani).	01 (2012) (Subject to varia- tion depen- dent on work- load).	Group 'C', Non- Mini- sterial, Non- Gaze- tted.	Rs. 5,200- 20,200 + Grade Pay Rs. 2,800/-.	Selec- tion.	Not exceeding 40 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	N.A. Essential: (1) Degree of a recognized University in Konkani, or equivalent. (2) Should be able to trans- late material from English to Konkani and vice-versa. (3) Knowledge of Konkani, English. <i>Desirable:</i> 1. Post graduate Degree in Konkani. 2. Knowledge of Marathi.	(1) Degree of a recognized University in Konkani, or equivalent.  (2) Should be able to trans- late material from English to Konkani and vice-versa.  (3) Knowledge of Konkani, English.	Age: No. <i>Educa- tional qualifica- tions:</i> Yes.	Two years.	By promotion, failing which, by direct recruitment.	<i>Promotion:</i> Language Assistant (Konkani) with 5 years of regular service in the grade.	Group 'C', D.P.C./ D.S.C.	N. A.

1	2	3	4	5	6	7	7(a)	8	9	10	11	12	13	14
2.	Junior Translator (Marathi).	01 (2012) (Subject to variation dependent on workload).	Group 'C', Non-Ministerial, Non-Gazetted.	Rs. 5,200-20,200 + Grade Pay Rs. 2,800/-.	Selection. exceeding 40 years (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Government).	Not exceeding 40 years (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Government).	N.A. Essential:	(1) Degree of a recognized University in Marathi, or equivalent. (2) Should be able to translate material from English to Marathi and vice-versa. (3) Knowledge of Konkani, English. <i>Desirable:</i> 1. Post graduate Degree in Marathi.	Age: No. Educational qualifications: Yes.	Two years.	By promotion, failing which, by direct recruitment.	Promotion: Language Assistant (Marathi) with 5 years, regular service in the grade.	Group 'C', D.P.C./D.S.C.	N. A.
3.	Language Assistant (Konkani).	01 (2012) (Subject to variation dependent on workload).	Group 'C', Non-Ministerial, Non-Gazetted.	Rs. 5,200-20,200 + Grade Pay Rs. 2,400/-.	Selection. exceeding 40 years (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Government).	Not exceeding 40 years (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Government).	N.A. Essential:	(1) Degree of a recognized University in Konkani, or equivalent. (2) Knowledge of Konkani, English. <i>Desirable:</i> 1. Three years experience in Journalism in Konkani. 2. Knowledge of Marathi.	N.A.	Two years.	By direct recruitment.	N.A.	Group 'C', D.S.C./D.P.C.	N. A.

1	2	3	4	5	6	7	7(a)	8	9	10	11	12	13	14
22	4.	Lan- guage Assistant (Marathi).	01 (2012) Subject to varia- tion depen- dent on work- load).	Group 'C', Non- Mini- sterial, Grade Non- Gaze- ted. 2,400/-.	Rs. 5,200- 20,200 +	Selec- tion. exceeding 40 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	Not exceeding 40 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	N.A. Essential:  (1) Degree of a recognized University in Marathi, or equivalent.  (2) Knowledge of Konkani, English.  <i>Desirable:</i> Three years experience in journalism in Marathi.	N.A.	Two years.	By direct recruitment.	N.A.	Group 'C', D.S.C./ /DEC.	N. A.

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